

REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION

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July 8, 2003

FROM: KEN A. MILLER, Director
Department of Public Works - **Transportation**

SUBJECT: **CONTRACT WITH CALTROP ENGINEERING CORPORATION OF
UPLAND FOR CONSTRUCTION CONTRACT MANAGEMENT SERVICES
ON THE DEL ROSA AREA SLURRY SEAL PROJECT IN THE DEL ROSA
AREA**

RECOMMENDATION: Approve agreement with Caltrop Engineering Corporation of Upland in the amount of \$35,480 for Construction Contract Management services on the Del Rosa area slurry seal project in the Del Rosa area.

BACKGROUND INFORMATION: The Department of Public Works, Contracts Division is responsible for Construction Contract Management on various County road and flood control contract construction projects. Due to current workload, Department personnel is not available to provide Construction Contract Management for the Del Rosa area slurry seal project that is scheduled to commence construction in August 2003. Construction Contract Management will be necessary to assure that the Contractor complies with contract requirements. The contract is based on hourly rates for the personnel providing the services. The cost will be for the actual hours worked. The hourly rates have been reviewed by Department staff and are considered reasonable based on the cost of similar work under previous Construction Management contracts.

On September 19, 2000, the Board approved issuing a Request for Proposals (RFP) for Construction Contract Management services in accordance with County Policy No. 11-05. Ten (10) proposals were received on October 18, 2000. A panel of knowledgeable personnel from the Department reviewed the proposals and selected five (5) firms, Associated Engineers of Ontario, Caltrop of Upland, Inland Construction Management of San Bernardino, Inland Valley Quality Control of San Bernardino and Parson Brinckerhoff of San Bernardino as the firms best qualified to provide Construction Contract Management services. These firms are being used on a rotational basis to provide Construction Contract Management services when Department personnel are not available. The Department will issue a new RFP for Construction Contract Management services in the near future (within 6 months).

REVIEW BY OTHERS: This item was reviewed by Deputy County Counsel Jean-Rene Basle on June 24, 2003, 2003 and by the County Administrative Office (Tom Forster, Administrative Analyst) on June 27, 2003.

Record of Action of the Board of Supervisors

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FINANCIAL IMPACT: The estimated cost of providing Construction Contract Management services for this project is \$35,480. Appropriations are included in the Professional Services line item in the Proposed Fiscal Year 2003/2004 budget for the County Road Fund (SAA-TRA-TRA-15HA0059 and 15H13483).

COST REDUCTION REVIEW: The County Administrative Office has reviewed this item and concurs with the Department's recommendation because Contract Management is a necessary requirement of this project and Department staff is currently not available to perform these services due to workload demands.

SUPERVISORIAL DISTRICT(S): 3RD

PRESENTER: Ken A. Miller, 387-7906

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